

**CALIFORNIA ARMY NATIONAL GUARD (CAL ARNG)  
ACTIVE DUTY GUARD/RESERVE (AGR)  
STATEWIDE TOUR ANNOUNCEMENT**

1. **Position Available:** Automation NCO (DMOS 74B) 1921-320 TF 114799  
Para/Line: 107E/03
2. **Unit/Location:** Camp Roberts Maneuver Training Center, Camp Roberts, CA
3. **Tour Number:** 96-04
4. **Effective Date:** 9 April 2004
5. **Closing Date:** 30 April 2004
6. **Maximum Grade:** E-7
7. **Minimum Grade:** E-6
8. **Personnel Eligible to Apply:** (X) Male (X) Female ( ) OFF ( ) WO (X) ENL
  - Non-AGR applicants in the grade E6 must possess MOS 74B. AGR applicants and non-AGR E6 applicants, will be required to obtain the MOS 74B within one (1) year of appointment.
9. **Selecting Supervisor:** AGR Selection Board
10. **Military Status:** Full-Time Military Title 32 Section 502 (f) (AGR)
11. **APPLICANTS MUST as a minimum, submit the following documents, if required item(s) are missing from your packet it will be returned due to lack of information:**
  - a. NGB Form 34-1 (with signature and date). 14. Applicants who answer YES to questions 8, or 12-18 of section IV, NGB Form 34-1 are ineligible to apply.
  - b. Three-quarter-length photograph in Class A uniform made within the previous 12 months. ("Official" military photograph is not required).
  - c. Certified copy of DA form 2-1 or DD Form 1966-2 showing ASVAB Scores.
  - d. Last 5 NCOERs if applicable. (Supervisor must provide written statement/memo providing information as to why soldier's NCOERs are not available). Soldiers under the rank of E-5 do not require NCOERs but should include at least one (1) letter of recommendation.
  - e. Certified copy of DA Form 705 (APFT) showing passing score within past 6 months.
  - f. Current chapter 3, AR 40-501 (retention standards) physical (SF 88 and 93), to include body fat worksheet (if applicable)
  - g. DA Form 4970 Cardiovascular screening (if applicable).

**FTM -04 (Automation NCO (74B))**

- h. RPAS statement ("On-board" AGR soldiers do not have to submit RPAS statement).
- i. All DD forms 214 (copy must include bottom portion showing discharge reason and Reenlistment (RE) Code).

\*Non-Army applicants must submit appropriate documents)

\* Selectee must also provide a receipt of favorable National Agency Check (NAC) or application within 30 days of tour start date.

**12.** Applicants selected for AGR, and meeting any one of the following disqualifications, will require a HQDA, DCSPER waiver prior to entry:

- a. Unable to serve at least five (5) years on AGR status prior to achieving eighteen (18) years active federal status or mandatory removal date.
- b. Entitled to military retired pay.

**13.** Applicants who answer YES to questions 8, or 12-18 of section IV, NGB Form 34-1, or have not completed Initial entry training (IET) are ineligible to apply.

**14. SUBMIT APPLICATION TO:** JFHQ, ATTN: CAJS-HR-AGR, Box 37, 9800 Goethe Road, Sacramento, CA 95826-9101 (916) 854-2404.

**NOTE:** COMPLETE APPLICATION (TO INCLUDE REQUIRED DOCUMENTS) MUST BE RECEIVED IN HR-AGR NOT LATER THAN THE CLOSING DATE SHOWN IN ITEM #5. INCOMPLETE APPLICATIONS WILL BE RETURNED UNRATED. Additional copies of this announcement may be obtained from our website at [www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr).

**15. Brief Job Description:**

Responsible for the planning, coordination, requisition, maintenance and training of staff on all automation systems required for conducting mobilization operations at Camp Roberts. Composes SOP's, mobilization plans, job descriptions and directives. Liaisons with active duty installations on automation systems technology and learns how to incorporate those systems for Camp Roberts use. Determines requirements for office equipment, supplies, and space. Requisitions, receives, inventories, receipts and sub-receipts all related mobilization computer equipment. Coordinates with other organizational elements and staff sections on their mobilization automation requirements. Is required to possess a Top Secret clearance and to serve as a custodian of classified documents. Prepares documents for destruction or other disposition. Ensures proper accountability of data and documents based on degree of classification.

**16.** Soldiers with Chapter 3 (Enlistment or Retention in the National Guard Standards) physicals that are more than 6 months, but less than 24 months old prior to the soldier's projected accession into the AGR program, must submit a DA Form 7349 (Initial Medical Review – Annual Medical Certificate) reviewed and validated, through a personal interview, by the State Surgeon or Health Care Provider Designee (physician, physician's assistant or nurse practitioner). The DA Form 7349 must be accomplished prior to the first day of AGR duty to ensure that Chapter 3 standards continue to be met.

**17. EQUAL OPPORTUNITY:** The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.